

**Appendix G: Memorandum of Judgment**  
**MEMORANDUM OF JUDGMENT**

1. The Judgment Creditor's (Plaintiff's) full name and address must be provided.
2. The Judgment Creditor must write in the assigned case number.
3. The Judgment Creditor must state the names of all plaintiffs.
4. The Judgment Creditor must state the names of all defendants.
5. The Judgment Creditor must state the name and address of the Judgment Debtor whose property is to be liened. The Judgment Creditor should check the box for "Rendered", and state the date and amount of the judgment.
6. The Judgment Creditor should state the date of the judgment, unless when the Court rendered the judgment it ordered that execution on the judgment would be stayed for a certain amount of time. In this case, the date would be the date at the end of the stay of execution. For example, if on March 1, 2003, the Court rendered the following judgment, "\$1,500.00 plus costs, execution stayed for 60 days," the date for this section would be May 1, 2003.
7. The Judgment Creditor should state the name and address of all Judgment Creditors in this case.

**THE RECORDER WILL NOT RECORD THIS MEMORANDUM UNLESS IT HAS BEEN SIGNED BY THE JUDGE.**

Mail receipt to:  
Name: \_\_\_\_\_ ①  
Street:  
City, State & Zip:

Case No. \_\_\_\_\_ ②

Space For Recorder's Use Only

**MEMORANDUM OF JUDGMENT**  
**IN THE CIRCUIT COURT FOR THE SIXTEENTH JUDICIAL CIRCUIT**  
**KANE COUNTY, ILLINOIS**

③	VS	④
Plaintiff(s)		Defendant(s)

Judgment ⑤  Rendered  Revived

Against:  
Name: \_\_\_\_\_  
Street: \_\_\_\_\_  
City, State & Zip: \_\_\_\_\_  
Date: \_\_\_\_\_ ⑥  
Amount: \_\_\_\_\_

Judgment in favor of: ⑦  
Name: \_\_\_\_\_  
Street: \_\_\_\_\_  
City, State & Zip: \_\_\_\_\_

Date: \_\_\_\_\_ Signed: \_\_\_\_\_ Judge